

MIAMI TOWNSHIP BOARD OF TRUSTEES

AUGUST 18, 2105

The Miami Township Board of Trustees met in regular session on Tuesday, August 18, 2015 at 7:00 PM. Trustee Mary Makley Wolff called the meeting to order and led the Pledge of Allegiance. The invocation was a moment of silence for the family of Trish Brooks, who helped with the Fire/EMS Chief transition and lost her battle with cancer. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Mary Makley Wolff, Karl Schultz and Ken Tracy. Mr. Tracy made a motion to approve the minutes of the July 21, 2015 business meeting and the August 10, 2105 work session, seconded by Mr. Schultz with all voting “AYE”.

Proclamations and Special Presentations: Zack Lorenz and Kevin Hansbauer, DECA students from Milford High School, came forward to discuss a Spirit of 76 Festival at the Spirit of 76 Memorial at Miami Meadows Park. There will be an art show with students submitting artwork honoring Veterans and the students will have an opportunity to win a scholarship. There will be food, fireworks, corn hole, live music, family photos, a 5k run, they will sell t-shirts, have timers for the runners, and will sell snacks at the end of the race. The Board suggested these gentlemen reach out to former Congresswoman Jean Schmidt regarding the race. Mr. Lorenz and Mr. Hansbauer stated they are getting their ideas together to have this event. The Board also suggested they work with Chief Kelly regarding the fireworks and the lighting of Chinese lanterns. They are hoping to have it November 14th which is close to Veterans Day. The Board asked for an explanation of what DECA is. Mr. Lorenz and Mr. Hansbauer stated they are a club that works on marketing.

Correspondence: Correspondence consisted of one liquor permit with no objections to Marty’s Corner Store at 6203 Branch Hill Guinea Pike.

Department Reports: A representative of each department presented a report of activities during the month of July 2015.

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Fronk

Old Business: None

New Business: Mr. Schultz made a motion to pay the bills of the Township with 217 checks numbered 121593 - 121810 and 16 electronic checks numbered 609 - 625 for the total amount of \$864,695.17 plus payroll and payroll taxes for the week of 07/18/2015 in the amount of \$387,315.31 and payroll and payroll taxes for the week of 08/01/2015 in the amount of \$369,497.32, seconded by Mr. Tracy with all voting “AYE”.

Mr. Fronk advised of the need for a then and now certificate in the amount of \$18,884.38.

Mr. Tracy made a motion to adopt **Resolution 2015-41** a resolution authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$18,884.38, seconded by Mr. Schultz with all voting “AYE”.

Mr. Fronk asked Chief Kelly to present his personnel request. Chief Kelly recommended the Board consider the creation of a new volunteer position within Fire & EMS for an Assistant Medical Director and approve the job description that was created for that position, which has been reviewed by the Law Director. This was discussed at the August 10th work session.

Mr. Schultz moved to approve the job description for the volunteer position within the Fire & EMS Department for an Assistant Medical Director, seconded by Mr. Tracy with all voting “AYE”.

Mr. Fronk is recommending the Board grant part-time employment to Glenn Kozel, in the Recreation Department, as building monitor at a rate of \$10.00 per hour effective August 19, 2015.

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Mr. Tracy moved to approve the personnel action for the Recreation Department as presented, seconded by Mr. Schultz with all voting “AYE”.

Mr. Joe Braun, Township Law Director, is recommending the Board of Trustees adopt Resolution 2015-47 a resolution approving the Employment Agreement with Jeffrey A. Wright, to serve as Township Administrator dispensing with a second reading and declaring an emergency, contingent upon a clean background check and drug screen effective August 18, 2105. Mr. Braun noted this is a two year agreement at a rate of \$120,000.00 per year.

Mr. Braun, also, presented a second resolution authorizing Mr. Wright to participate in the OPERS pick up plan. Mr. Braun noted the contract begins at the latest September 28th, meaning if his employment at Milford should cease or end prior to that date, he can start sooner.

The Board commended Mr. Braun on his diligent work with working with Mr. Wright.

Mr. Tracy made a motion to adopt **Resolution 2015-47** a resolution approving the Employment Agreement with Jeffrey A. Wright, to serve as Township Administrator dispensing with a second reading and declaring an emergency, contingent upon a clean background check and drug screen effective August 18, 2105, seconded by Mr. Schultz with all voting “AYE”.

Mr. Schultz made a motion to adopt **Resolution 2015-48** a resolution that Miami Township will pick up the statutorily required employee contribution to the Ohio Public Employees Retirement System for Administrator Jeffrey A. Wright pursuant to Revised Code 414(H)(2) dispensing with the second reading, seconded by Mr. Tracy with all voting “AYE”.

Chief Kelly advised the Board of the three year repaving project to resurface the parking lots and access drives at all there fire stations. The Central station was done first and this year the Fire Department budgeted repaving the South station as a capital improvement project for 2015.

Mr. Tracy made a motion to adopt **Resolution 2015-42** a resolution approving a contract with the JK Meurer Corporation to provide asphalt resurfacing for the South Station parking lots and access drives at a cost of \$26,640.00 and dispensing with a second reading, seconded by Mr. Schultz with all voting “AYE”.

Mr. Braun updated the Board regarding an agreement between Ohio Logos Inc., and Miami Township Board of Trustees regarding economic development improvements with directional signs within the TIF district for Scene 75 and Recreations Outlet for a two year period on the blue interstate signs. This is part of an economic development incentive. After the two year period, the businesses will be responsible for their own highway advertising. Mr. Braun is recommending the Board adopt Resolution 2015-43 a resolution authorizing approval of an agreement between Miami Township and Ohio Logos, Inc., and dispensing with a second reading.

Mr. Schultz made a motion to adopt **Resolution 2015-43** a resolution authorizing the approval of an agreement between Miami Township and Ohio Logos, Inc., and dispensing with the second reading, seconded by Mr. Tracy with all voting “AYE”.

Chief Kelly presented an out of Township travel request to send himself and John Musselman to the 2015 FIERO Fire Station Design Symposium in Raleigh, North Carolina from September 27th through October 1st at a cost not to exceed \$2,900.00p for both attendees. This conference will provide valuable insight and information to aid in the design and construction of Fire Station 29.

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Mr. Tracy moved to approve the out of Township travel request for Chief Kelly and Mr. Musselman as presented, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly presented a request to purchase water and ice rescue equipment and accessories for FEMS from Machovec for an amount not to exceed \$3,500.00 and CMC Rescue Inc for an amount not to exceed \$1,900.00 to support the expanded water rescue program. This was budgeted for in the 2015 equipment expensed for the Fire Department.

Mr. Schultz moved to approve the purchase of water and ice rescue equipment and accessories for FEMS from Machovec for an amount not to exceed \$3,500.00 and CMC Rescue Inc for an amount not to exceed \$1,900.00 to support the expanded water rescue program, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised of two street lighting districts up for renewal. One is for White Farm, Section 3A and the second is Eagles Pointe, Section 2. Mr. Fronk is recommending the Board adopt resolutions renewing these street lighting districts.

Mr. Tracy made a motion to adopt **Resolution 2015-44** a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for White Farm, Section 3A, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy made a motion to adopt **Resolution 2015-45** a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Eagles Pointe, Section 2, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised that Will Menz, our Multi Media Coordinator, has been working on Winddancer signs, 9 double sided signs, that will promote upcoming Township events. The first event promoted will be the Miami Towne Center Festival, which is in partnership with the Loveland Area Chamber of Commerce. Mr. Menz is requesting to enter a purchase order for \$800.00 to purchase those signs. Ms. Wolff noted the Loveland Chamber contacted Miami Township to help promote the small businesses in Miami Township that are located in the Miami Towne Center. The idea of a festival came up as an annual event there. Ms. Wolff also noted the signs can be used multiple times for different Township events. Chief Madsen advised the Miami Towne Center Festival event will be September 26th from 4:00 p.m. to 10:00 p.m. at the intersection of Branch Hill Guinea Pike and Loveland Miamiville Road. Mr. Tracy stated he, and his neighbors, are excited to have this event in this part of the Township and the Loveland Chamber will be promoting this event. Mr. Fronk stated Mr. Menz will enter the purchase order and move forward with ordering the signs. The Board thanked Mr. Menz for the great design of the signs.

Mr. Fronk advised the Community Development Department has a list of 17 properties with tall grass and weeds. The attempts to contact the owners to mow the properties have been unsuccessful and a nuisance abatement is needed.

Mr. Schultz made a motion to adopt Resolution 2015-46 a resolution authorizing the abatement, control or removal of vegetation, garbage, refuse or debris for the 17 properties listed, seconded by Mr. Tracy with all voting "AYE".

Mr. Fronk advised of the need to renew the Townships health benefits. The current provider of health insurance provided a proposal with no change in benefits and no increasing premiums. The same holds true with the provider of our dental and life insurance benefits. So there is no change in benefits and no increase in premiums. Mr. Fronk has prepared two resolutions for renewing the health, dental and life insurance for Township employees.

Mr. Schultz made a motion to adopt **Resolution 2015-49** a resolution authorizing approval of an agreement between Miami Township and Anthem and dispensing with a second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Schultz made a motion to adopt **Resolution 2015-50** a resolution authorizing approval of an agreement between Miami Township and Guardian and dispensing with a second reading, seconded by Mr. Tracy with all voting “AYE”.

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Mr. Fronk advised of the need to amend Resolution 2015-31 that was adopted by the Board in June for Pine Bluffs Subdivision, Section 1 street lighting district. The County Auditor’s Office notified the Township that the resolution did not contain the parcel ID number. Mr. Fronk has prepared Resolution 2015-51 amending Resolution 2015-31.

Mr. Tracy made a motion to adopt **Resolution 2015-51** a resolution amending Resolution 2015-31 providing for the procurement of a street lighting system dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting “AYE”.

Mr. Fronk recommended the Board appoint alternate member Mr. John Rademacher as a permanent member to the Zoning Commission to fill the unexpired term of Mr. Mark Harden who resigned his position because of work conflicts. Mr. Rademacher’s term will run through December 2018.

Mr. Schultz moved to appoint alternate member John Rademacher as a permanent member to the Zoning Commission, seconded by Mr. Tracy with all voting “AYE”.

Mr. Fronk advised the Board the regularly scheduled September work session falls the day before the regularly scheduled business meeting. Mr. Fronk is recommending the Board reschedule the September work session to Tuesday, September 8, 2015 at 8:30 a.m.

Mr. Tracy moved to reschedule the September work session meeting to Tuesday, September 8, 2015 at 8:30 a.m., seconded by Mr. Schultz with all voting “AYE”.

Public Comment: Mr. Brian Wikoff, Chaplain with the Milford Police and Fire Department, came forward to thank Miami Township and Milford for the success of the National Night Out that was held at the Target parking lot. It was a huge success with many people, churches and businesses contributing.

Ms. Marie Drew and Ms. Cathy Strange came forward regarding parking in their subdivision when there are large events at Miami Meadows. These residents thanked the Police Department for their help with the parking in the subdivision and asked that Chief Madsen let her staff know they are very appreciative.

Executive Session: None

With no further business to come before the Board the meeting was adjourned at 8:00 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Mary Makley Wolff, Chairperson